

MEMBERS PRESENT: Denny Hummer, Greg Cole, Dan Knorr, Dean Girton, Lance Diehl, Harold Hurst, Susan McGarry, Al Neuner, Trevor Finn, Dr. John DeFinnis, Jennifer Wakeman (Executive Director)

MEMBERS ABSENT: Chris Young

GUESTS PRESENT: Tim Hippensteel (Office and Project Manager) Aidan McDonald (Administrative Assistant)

The meeting was called to order by Denny Hummer at 8:31 a.m.

Since the meeting was held via Zoom Video, a roll call was taken, as reflected above.

Denny Hummer announced that an information session was held prior to the meeting. No actions or votes were taken.

MINUTES:

- March 4th 2020 Board Meeting with Continuation held on March 24th: Motion by Dean Girton to accept the March 4th minutes, John DeFinnis seconded the motion; carried unanimously.

TREASURER'S REPORT

Dan Knorr presented the Treasurer's Report. He noted spending activity was limited in the previous month due to the COVID-19 situation. The Executive Committee has worked through their what they would like to see in a reformatted overview of the Railroad Street Property profit/loss, which should be available next month. The new version will break down costs by building on the property. Jennifer Wakeman reported that staff found a potential solution using Quickbooks to allow us to run reports directly that are more in line with what the board would like to see. Checking Account balances stand at \$103,000. DRIVE currently has total assets of approximately \$1.47 million. On the Railroad Street Profit & Loss, he noted no major changes.

Motion to approve the Treasurer's Report made by John DeFinnis, seconded by Lance Diehl; carried unanimously.

EXECUTIVE DIRECTOR'S REPORT:

Jennifer Wakeman presented the Executive Director's report. DRIVE has been keeping projects

moving along despite the business closure, with staff working primarily from home.

DRIVE has been updating our social media platforms with the most relevant information related to the COVID-19 pandemic. Staff has implemented use of the Hootsuite social media management platform to streamline our marketing efforts.

Executive Director Wakeman reported she had a meeting scheduled with representatives of the Bucknell Small Business Development Center to discuss options for keeping Startup Danville on track as Montour County moves into the Yellow Phase.

CTW, the contractor for the rail work portion of the Multimodal Grant improvements at the railroad street property will begin work Monday.

Gutelius Excavation will start work on the office building front parking lot improvements later this month. Construction should last approximately two weeks. The project will create one way in and out of the front lot, with angled spaces and a sidewalk connecting the side parking lot.

The land development plan for the access roadway portion of the Multimodal project was approved. Preliminary approval was received at the end of April. DRIVE's engineer, Andy Keister of McTish Kunkel & Associates has applied for the NPDES permit. The bid packet for that road portion is nearly complete and will be sent to the Montour County Commissioners for approval to release the bid. DRIVE expects it will go out to bid in 4-6 weeks.

The Days Inn Conservatorship is also moving along. A liability insurance policy on the property was secured. DRIVE engaged Molesevich Environmental to conduct a phase I environmental on the property, which has only been used as farm land and for the hotel. DRIVE has no liability for the environmental condition of the property but wanted to be sure we understand the condition of the property. The Phase I revealed the possibility of a 12,000 gallon heating oil tank on the property. It's likely that it has since been removed, but there are no known records. This will be disclosed to any party potentially buying the property.

Jennifer Wakeman informed the State Police that a fence had been installed around the former Days Inn and they expressed their appreciation that something had been done to secure the building.

A draft of the RFP for purchase, demolition and redevelopment was finished and reviewed by DRIVE's solicitor. With minor modifications, it was submitted to Attorneys for the bank, owner, and county, and was consented to by all parties. That RFP will be submitted to the court in the next few weeks, and once the court grants its approval the RFP will be publicly advertised and sent to developers who have already reached out to DRIVE.

Old Business

DRIVE will be closing soon on the sale of the former Metso "Store Room." Commissioner Finn

sent Executive Director Wakeman the press release regarding Montour County's plan to open the courthouse. The reopening of the Courthouse allows the title search to take place so DRIVE can close on the property.

New Business

The Borough of Danville is trying to raise \$80,000 to pay for the recertification of levies that would enable the borough to apply for remapping of flood maps. They have asked DRIVE to consider making a donation toward that effort. Geisinger has already donated \$20,000. The board discussed a potential concern that this could set an incorrect precedent for other municipalities seeking funds. After discussion, the board decided that since DRIVE currently has significant property holdings in the borough, and would benefit from the remapping of the flood zone, DRIVE would consider a donation. After further discussion, Dean Girton proposed DRIVE offer to donate the last \$20,000 if the first \$60,000 could be raised from other local sources. DRIVE will coordinate a press release to encourage donations to allow for a successful fundraising campaign.

Motion to donate the final \$20,000 by June 15th 2020 to support the Danville Borough flood remapping effort when and if the first \$60,000 is fully funded by that date, made by Dean Girton, Seconded by John DeFinnis; carried unanimously.

At 9:10 a.m. Dean Girton made the motion to adjourn the meeting, Denny Hummer seconded.

NEXT MEETING: The DRIVE Board meets again on June 3rd, 2020 at 8:00 a.m., location TBD.

Respectfully Submitted,

Dean Girton, Secretary